



JEFFERSON PARISH LOUISIANA

PURCHASING DEPARTMENT

Our Mission:
"Provide the services,
leadership, and vision to
improve the quality of life
in Jefferson Parish."

AARON F. BROUSSARD
PARISH PRESIDENT

PATRICIA W. LASSALLE
PURCHASING DIRECTOR

December 17, 2009

ADDENDUM #3

RFP No. 0201

Proposal Receipt Date: January 13, 2010

Management Services for the Jefferson Performing Arts Center

CHANGES TO THE SPECIFICATIONS:

1.) Delete section 1.26 in its entirety and replace it with the following:

1.26 Payment for Services

The contractor shall invoice the Department of Parks and Recreation at the end of every month. The monthly invoice during the six month pre-opening phase of this contract shall be in an amount equal to one sixth (1/6) of the total cost of the pre-opening phase proposed by the successful proposer. The monthly invoice for the annual cost to manage the PAC during the normal operations phase of this contract shall be in an amount equal to one twelfth of the cost proposed by the successful proposer.

1.2.6. 1 Escalation and De-escalation of Fees

The compensation payable to the Proposer for the annual cost of the management of the PAC for subsequent years of this agreement shall be adjusted upward or downward to reflect the cost of doing business as measured by changes in the Consumer Price Index published by the U.S. Bureau of Labor Statistics using the CPI – U (All Urban Consumer Index) US Cities Average. The escalation and de-escalation clause does not apply to the pre-opening phase.

On the anniversary date of the start date of the annual, management phase of this contract the annual cost of the contract will be adjusted upward or downward based on the net change in the preceding twelve (12) month period in the CPI-U All Urban Consumers, U.S. Cities Average Index. The annual adjustment shall be five (5) percent or the net change in the CPI, whichever is less.

2.) Add the following item "m" after section "l" in section 2.1. Scope of Work/Services
Six months prior to the completion of the PAC building the successful proposer shall conduct a pre-opening phase of this contract to market the availability of the facility for events in 2011, establish a fee schedule for the events to be held at the PAC, book events, negotiate contracts for concessions and other necessary services.

The successful proposer must operate from a location other than the Jefferson Parish Performing Arts Center during the pre-opening phase of this contract. Jefferson Parish will not be responsible for the housing or support of the successful proposer during the pre-opening of the phase of this contract.

3.) Delete Section 2.6.1 Financial in its entirety and replace it with the following:

2.6.1 Financial

The proposer shall submit two prices in response to this request for proposals. The first price shall include all costs necessary to conduct a six month, pre-opening phase of the contract including but not limited to marketing the PAC, booking and scheduling events that will be held after the PAC opens, establishing the fee schedules and negotiating contracts for concessions and other necessary services for the operation and maintenance of the facility.

The second price submitted by the proposer shall be an annual cost charged by the proposer to the Parish to operate and manage the Jefferson Performing Arts Center including but not limited to all maintenance, operations, management, marketing, vending/concessions, insurance, cleaning, utilities, grass cutting and landscaping.

The proposer must submit a separate price for both of the items described in the section.

4.) Delete Section 3.1 in its entirety and replace it with the following:

3.1 Financial Proposal (Maximum of 40 Points)

The information provided in response to this section will be used in the Financial Evaluation to calculate the lowest evaluated cost.

Each proposer shall submit two separate prices. The first price is the cost that the proposer will charge to the parish to conduct a six month pre-opening phase of this contract in accordance with section 2.1 (Scope of Work/Services) of RFP 0201.

The second price shall be an annual price to operate and maintain the PAC in accordance with section 2.1 (Scope of Work/Services) of RFP 0201.

Total price is determined by combining the prices submitted by each proposer for both the pre-opening phase and annual management phase of the Jefferson Performing Arts Center.

Lowest total price	40 points
2 nd lowest total price	30 points
3 rd lowest total price	20 points
4 th lowest total price	10 points
5 th lowest total price	05 points
All others	00 points

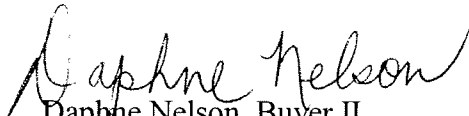
Prices proposed by the Proposers shall be submitted on the price schedule furnished in Attachment "A". Prices proposed shall be firm.

ADDITION TO THE SPECIFICATIONS:

5.) Add Attachment "A" (amended) to this proposal provided with this addendum.

THIS ADDENDUM FORMS A PART OF THE CONTRACT DOCUMENTS AND MODIFIES THE ORIGINAL RFP PROPOSAL DOCUMENTS AND SPECIFICATIONS. THE CONTENTS OF THIS ADDENDUM SHALL BE INCLUDED IN THE CONTRACT DOCUMENTS. CHANGES MADE BY THIS ADDENDUM SHALL TAKE PRECEDENCE OVER THE DOCUMENTS OF EARLIER DATE.

Sincerely,


Daphne Nelson, Buyer II
Jefferson Purchasing Department

**PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND
RETURNING THIS ADDENDUM IN ITS ENTIRETY WITH THE RFP PROPOSAL**

COMPANY NAME: _____

SIGNATURE: _____

DATE: _____

RFP 0201

“ATTACHMENT A”(amended)

Item no. 1

Total price to conduct a six month pre-opening phase of the Jefferson Parish Performing Arts Center management contract to provide for marketing the facility, establishment of a fee schedule for events and services, negotiation of contracts for concessions and other necessary services and the booking of events that are to occur after the building is completed.

\$ _____

Item no. 2

Total annual price for the management of the Jefferson Parish Performing Arts Center including but not limited to all operations, marketing, maintenance, ticket sales, concessions, insurance and other contract requirements.

\$ _____